



MINUTES

Trustee / Admin Meeting

10:06 AM Tuesday October 12, 2022

via Zoom

Present: Trustee Chair Emer Dubois, Trustee Bryan Miles, Trustee Lee Davis, Administrator Janine Reimer.

1. Approval of the Agenda..... Moved B.Miles; 2nd L.Davis. Carried.

2. Approval of the Minutes

2a. Trustee meeting August 23..... Moved B.Miles; 2nd L.Davis. Carried.

2b. In Camera trustee meeting August 23..... Moved B.Miles; 2nd L.Davis. Carried.

3. Business arising from the August 23 meeting

3a. Non-generator options

The trustees considered whether a decision should be made now on the two non-generator options reviewed at the last meeting. Trustee Miles noted that both options would require a big commitment, and a new direction, and would impact next year’s budget. With the budget already anticipated to be high, he suggested a decision be held off until the budget were reviewed and a decision made as to what SSID wanted to accomplish long-term. Chair Dubois called for a motion to table.

Motion

THAT the discussion of non-generator options be tabled to January.

..... Moved B.Miles; 2nd L.Davis. Carried.

3b. Grant communications

The administrator said she would be meeting with MP Rachel Blaney on October 14, and that the results of that meeting would inform the letter to MLA Nicholas Simons.

..... Administrator to meet with MP Rachel Blaney.

4. Business arising from the May 31 meeting

4a. Draft Commercial Use amendment to Water Use bylaw

The Chair noted that SSID needed regulation for addressing commercial use of water, as per these bylaw amendments. The administrator had also made amendments supporting additional water connections for properties. The trustees reviewed the document, and after discussion, agreed on a final version to be passed at the next administration meeting.

..... Administrator to prepare the final document for adoption.

4b. Draft Commercial Use in Excess Tolls bylaw

The trustees reviewed a new Excess Tolls Bylaw draft that would differentiate excess tolls for residential and commercial use. They considered whether the tolls should be different rates, and whether a maximum usage cap should be determined. Trustee Miles said that in his experience, caps had no impact on usage, as he had found that residents typically don’t know how much water they’re using. He said that not many residents go over the annual allotment anyway, and that excess water use

is negligible even with SSID’s residential allotment being low compared to other jurisdictions. The Chair noted that the current water allotment was a reasonable amount even for full-time residents.

Trustee Miles also cautioned that if excess tolls were increased too much, they would be overly punitive when applied to any large accidental water loss.

Trustee Davis agreed with the current water allotment, and proposed that a higher excess toll rate be applied to commercial overuse, as a deterrent. The trustees agreed on \$2.50 for commercial excess, and \$1.50 for residential excess.

..... Administrator to prepare the final document for adoption.

5. Administration Report..... J.Reimer

5a. Bank and reserve funds

The administrator noted an unbudgeted \$3,500 increase in reserves expenditures resulting from two new water connections at Lot-B and lot-44, each having required road excavation and additional piping. Trustee Miles calculated that taxes payable from the new connections would pay off the capital outlay in about 3 years.

The administrator had considered possible expenses to come by year end, and said there would be enough funds in the chequing account without having to move funds temporarily from the Power Saver account to chequing. She said the temporary transfer would however be necessary in the new year.

She suggested that SSID streamline its bank accounts by moving the Asset Renewal Account funds into the Power Saver account that had a better interest rate. She noted that the term account would mature in January, and a decision would be needed then as to whether those funds would be re-invested. The trustees determined that all accounts should stay as-is until after the term deposit matures and new interest rates are known.

5b. Third quarter financials

The administrator reviewed revenue and expenses as at September 30. Expenses to date were \$13,500 higher this year than they’d been at the same time last year. Subcontractor fees accounted for most of the increase, while insurance and connection fees were also notably higher than last year. Even with the expense increases, the surplus was still sufficient to cover the rest of 2022.

6. Trustee Reports

6a. Calendar of Events

.....Administrator to remind operator to turn on the propane heater.

Trustee Miles said he was considering attending the CWSA conference. The other trustees said they could not attend. There was discussion as to what expenses were typically covered by SSID for these events.

7. Next Meeting Asset Management Meeting 10:00 AM Tuesday November 22.

..... Operations Meeting 4:30 PM Thursday November 24.

8. Additional remarks

Trustee Miles said as a follow up to the Senate concept discussed at the trustee meeting of August 23, he had spoken with some previous trustees who were agreeable to meeting 2 or 3 times a year via telephone or zoom to contribute their knowledge to SSID issues as might be needed.

9. Adjournment..... Moved E.Dubois 11:49 AM.